

TRUMBULL LIBRARY BOARD OF DIRECTORS MINUTES

May 11, 2011

Trumbull Library

Members Present: Tara Liskov, Chair, James Cebulski, Vice Chair, Arthur A. Kukla, Joan B. Hammill, John J. Lauria, Carol Porrata-Elstein, Jeannine Stauder, Mary Whatley

Members Absent: Antonio Petitti

Also Present: Susan J. Horton, Library Director, Joanne Orenstein, Clerk

The meeting was called to order at 7:00pm by Chairwoman Liskov.

Public Session: None

Correspondence: Ms. Horton reported a check in the amount of \$500 was received from the Miklus Foundation for the Mini-Golf Tournament to be held at the Library on June 26th as agreed.

Minutes: Mr. Lauria made a motion to approve the April 13th Minutes, as presented. Mr. Cebulski seconded. **VOTE:** 7 in favor, 1 abstention.

Chairwoman's Report: None

Director's Report: Ms. Horton reported that Overdrive, the vendor that supplies download materials, will add Kindles to their loaning program sometime in the next six months. The loaning program is off to a strong start with 298 check outs since March: 44 were MP3 players, 79 other audio players, 22 e-Book PDFs, and 163 e-book downloads. Ms. Horton is very pleased with how the new service is being received in the community.

Each member of the consortium buys titles, all of which can be downloaded by any patron with a library card from a participating library. Along with titles available through the consortium, the Library also has subscribed to Overdrive's Advantage program which means the titles purchased through Advantage are available to Trumbull residents only. The cost for each e-book is comparable to retail pricing. The Fairchild Nichols Association has provided a grant to cover costs for this year and has already agreed to pay for next year as well.

Some members of Trumbull Community Woman Club have expressed interest in helping the Library start a homebound service. Diane Schwartz and Joan Hammill have stated their commitment to such a program also. Ms. Horton will call a meeting of all interested parties in June to begin planning.

The One Book/One Town planning committee had a *great* meeting on May 10. They hope to choose a book on the Civil War to commemorate the 150th anniversary celebrations for next year.

Ms. Horton is meeting with each Library manager during June. Right now, she gives the Library a B+ grade. The question is, what can the Library do to notch our services up to an A level? How can each department improve? Ultimately, managers will discuss results of each dialogue and brainstorm ways to improve services. Mr. Kukla stated that it is time for a Strategic Plan, since, if the board wants to apply for any state funds for library expansion, a strategic plan is mandatory.

Ms. Horton said the State is cutting the State Library budget, possibly completely. Governor Malloy's Plan A would mean losing \$3,500, from the C Car funding (this year we received \$17,000+). In the plan B scenario, there will be no state funds for expansion grants or interlibrary loan materials or C Car.

In the town approved 2011-2012 budget, there is some funding for technology. As soon as the funds are available after July 1st, Ms. Rogers will purchase a much needed server. Once that is in place, we can install new printers. Ms. Horton asked the Board to revisit the current price charged for printouts as a good time to make any change would be when the new printers are introduced to the public. Right now, it is 15 cents per copy, black and white, or color. Ms. Porrata Elstein will check around to see what other libraries charge, as well as Staples and Kinko's.

The last Sunday the Library will be open is May 15, a week earlier than scheduled, because United Illuminating has maintenance work to do which requires turning off all power to the building. Ms. Porrata Elstein suggested keeping the Library open on Sundays through the end of the school year to enable high school students to study for final exams, and then not reopening until October (instead of September). This plan would therefore not increase the number of weekends the Library is open.

Treasurer's Report: Mr. Petitti was not present. Ms. Horton said the C Car money was in for this year and noted that if Governor Malloy's Plan B takes effect, it might be the last time we'll receive it. One Book/One Town paid for itself through the strong support of community sponsors. There is a small amount of money left from this year's program which will be used as seed money for 2012. The maintenance line (802) is over budget and per directive of Finance Director, a transfer from personnel line will be made in June to reconcile the difference.

Fairchild-Nichols Branch: Ms. Whatley reported that the Association has put together a Nominating Committee for next month's elections. The branch has several types of e-readers now, and the Association voted to purchase additional iPads which will be loaded with children's apps.

Old Business

By-Laws Committee: The committee has not met as a whole group, but they will present a policy for the Community Room at the next meeting. They will read through and review all existing policies as well. Ms. Whatley thought the policies should all be reviewed by the Town Attorney. Ms. Horton stated the Town is now charging an hourly fee for attorney services. The consensus of the Board was it was not necessary to have an Attorney review every policy. The State of Connecticut gives the Library Board the authority to make decisions.

Parking Lot: Mr. Cebulski reported that the bid package has been printed. The bid package calls for all contractors bidding on the project to pay prevailing wages for the State of Connecticut. To bid on the job, a 10% bid bond and a 100% performance payment bond is required. The bid package was in the paper on Sunday, May 8th. The bids should all be in over the next few weeks. If the lot is not expanded, other changes can be made to improve the situation a bit, such as, creating one-way traffic, designating family parking spaces and making additional spots handicapped.

New Business: None.

Adjournment: Mr. Lauria made a motion to adjourn, Ms Whatley seconded.

VOTE: All in favor at 8:15pm.

Respectfully submitted,

Joanne Glasser Orenstein
Clerk

Approved:

Tara Liskov, Chairman
Trumbull Library Board of Trustees

The next meeting of the Trumbull Library Board of Trustees will be Wednesday, June 8th at 7pm.